



City of Port Hueneme

City Council Regular Meeting Minutes

April 19, 2021

Port Hueneme City Hall: 250 North Ventura Road
Port Hueneme, CA 93041 (Virtual Meeting Broadcast Live)

6:30 p.m. Regular Meeting

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND THE ORDERS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED MARCH 20, 2020 (STAY WELL AT HOME ORDER)

In order to minimize the spread of the COVID-19 virus, the City Hall Council Chamber will be closed to the public until further notice. The following provides information to the public on how to observe and/or participate in City meetings remotely:

- Meetings can be viewed live at: <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>
- Public Comments can be submitted to kbuxkemper@ci.port-hueneme.ca.us and must be received by 5:00p.m. on April 19, 2021 in order to be considered by City Council. All comments will be part of the official record and minutes will notate all submissions
- Additional electronic meeting guidelines can be found [here](#) and at the end of the agenda
- Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at: www.PortHuenemeEmergency.org

6:30 P.M. CITY COUNCIL REGULAR MEETING AGENDA

CALL TO ORDER / FLAG SALUTE Mayor Gama called the meeting to order at 6:32 p.m. and lead the flag salute.

ROLL CALL

Present: Council Members Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; and Mayor Gama
Absent: None

INSPIRATION Mayor Pro Tem Rollins provided the inspiration.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

A motion was made by Mayor Pro Tem Rollins seconded by Councilmember Hernandez and unanimously passed to approve the City Council Agenda of April 19, 2021.

GENERAL PUBLIC COMMENT (via submitted comments to the City Clerk)

There were no members of the public appearing to speak due to the City's response to the Local Emergency Declaration, which required that City Council meeting be closed to the public. Public comments were accepted via email to the City Clerk by 5:00p.m. on the day of the meeting.

General public comments were read into the record and submitted by the following:

- Alexander (no last name provided)
- Tracy Thompson
- Kathy Stolkin
- Juliet Rodriguez

PRESENTATIONS

1. [COVID-19 Update](#)

Police Chief Andrew Salinas presented a COVID-19 update to the City Council including information regarding current COVID numbers, Vaccinations, reduced restrictions, and potential State re-opening information.

CONSENT CALENDAR AGENDA

The Mayor read the titles of the items on the Consent Calendar prior to the motion.

2. [Approved Minutes of the City Council for the Regular Meeting of April 5, 2021](#)

3. [Received and Filed the Finance Cash Disbursements from March 29, 2021 through April 12, 2021](#)

4. *This item was pulled for further discussion and no action was taken during the consent calendar roll call vote.*

5. [Supported AB 225 \(Gray, Gallagher, Patterson\) – Department of Consumer Affairs: Boards: Veterans: Military Spouses: Licenses by Authorizing the Mayor to execute the Support Letter on Behalf of the City Council](#)

6. [Authorized the City Manager to Award Contract to J&H Engineering General Contractors, Inc. for the Re-Surfacing of Ventura Road from Sunkist Street to Channel Islands](#)

7. *This item was pulled for further discussion and no action was taken during the consent calendar roll call vote.*

CONSENT CALENDAR ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins seconded by Councilmember Perez and passed unanimously to approve the Consent Calendar Agenda items #2, 3, 5 and 6.

AYES: Rollins, Perez, Hernandez, Martinez, Gama

ITEMS PULLED FOR DISCUSSION

4. [Second Reading, By Title Only, Waiving Full Reading, and Adopted Ordinance No. 777 Approving Development Agreement No. PHDA-886, PH Investments Group, LLC \(DBA "Element 7 Port Hueneme"\) Cannabis Dispensary – Located at 455 W. Channel Islands Blvd.](#)

This item was pulled from the consent calendar by Mayor Gama for further discussion. City Attorney Spaulding and Community Development Director Tony Stewart answered Council questions.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins seconded by Councilmember Hernandez and passed unanimously to conduct a second reading, by title only, waiving full reading, and adopt Ordinance No. 777 approving Development Agreement No. PHDA-886 for PH Investments Group, LLC (DBA "Element 7 Port Hueneme") Cannabis Dispensary located at 455 W. Channel Islands Blvd, Port Hueneme.

AYES: Rollins, Hernandez, Perez, Martinez, Gama

7. [Change Order to Information Technology Master Plan Agreement](#)

This item was pulled from the consent calendar by Councilmember Perez for further discussion. Councilmember Perez withdrew her request to pull the item, but Mayor Gama requested a brief overview of the item. Deputy City Manager Charles Peretz provided a report and answered Council questions.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins seconded by Mayor Gama and passed unanimously to approve a change order, in the amount of \$105,000, to the November 5, 2020 professional services agreement with ThirdWave, increase the total not-to-exceed amount of the agreement to \$175,000 and authorize the City Manager to execute all necessary change order documents. This action allows the vendor to provide services related to the preparation of a Request for Proposal (RFP) for an Enterprise Resource Planning (ERP) system and provide project procurement assistance.

AYES: Rollins, Gama, Martinez, Hernandez, Perez

PUBLIC HEARINGS

8. [Introduction of an Ordinance Amending Section 10802 of Chapter 6 of Article X of the Port Hueneme Municipal Code, Pertaining to Development Standards for Accessory Dwelling Units](#)
T. Stewart, Community Development Director

The Public Hearing was opened at 7:22 p.m. There were no disclosures by Council.

City Clerk Buxkemper affirmed Proof of Publication and a complete set of reports and exhibits were on file in the Office of the City Clerk.

Community Development Director Tony Stewart presented the report to Council including information regarding the background of Accessory Dwelling Units (ADUs), recommended revisions, and answered City Council questions.

No public comments were submitted from the public.

The public hearing was closed at 7:46 p.m.

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Councilmember Perez and carried unanimously to introduce for first reading, read by title only, waive full reading, an Ordinance amending Section 10802 of Chapter 6 of Article X of the Port Hueneme Municipal Code, pertaining to Development Standards for Accessory Dwelling Units.

AYES: Hernandez, Perez, Martinez, Rollins, Gama

BUSINESS ITEMS

9. [Cannabis Review and Discussion of Policy Options Related to Retail Cannabis Activity in the City of Port Hueneme](#)

Police Chief Andrew Salinas presented to City Council reviewing a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis conducted by staff and answered Council questions.

Discussion ensued among Councilmembers regarding the different options related to regulating retail cannabis activity. Chief Salinas and Deputy City Attorney Kevin Spaulding answered Council questions and clarified the Council's legal authority.

Councilmember Hernandez made a motion to approve option #2 to implement a "cap" which would permanently limit the number of retail cannabis dispensaries, which was seconded by Councilmember Perez and passed by majority vote. Mayor Gama suggested an amended motion to include a "cap" on manufacturing as well.

City Attorney Kevin Spaulding recommended that Councilmember Hernandez could entertain a friendly amended motion to include the recommended amendment. After some discussion and comments, Councilmember Hernandez agreed to include the friendly amendment to include the “cap” on manufacturing in her motion.

ROLL CALL VOTE

It was moved by Councilmember Hernandez seconded by Mayor Pro Tem Rollins and carried unanimously for staff to return to Council to implement a “cap” which will permanently limit the number of retail cannabis dispensaries in our jurisdiction; including the amendment to additionally include a “cap” on manufacturing.

AYES: Hernandez, Perez, Martinez, Rollins, Gama

COUNCIL MEMBERS' REPORTS AND COMMENTS

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities with these organizations and put forth any comments in regards to community events at this time.

Mayor Gama: Commented on the great work being done at Bubbling Springs Park and how he looked forward to the start of baseball season. Indicated his attendance at the City/Port Standing Committee Meeting and announced that they would have \$176,000 in Community Benefit Funds in the next fiscal year to entertain ideas and concepts for expending the money. Shared his experience interacting with the homeless population who suffered from mental health and his attempts to direct them to receive services. Indicated his desire to discuss how to enforce bans, commenting that dogs are everywhere on our beaches running off leash.

Mayor Pro Tem Rollins: Indicated his attendance at a recent Gold Coast Transit meeting, who took a large financial hit when they suspended bus fees. Announced they'd reinstate fees in the near future. Applauded City Staff and their hard work to renovate Bubbling Springs field in preparation for the little league.

Councilmember Hernandez: Publicly thanked our City's dispatchers who work behind the scenes performing a stressful job and wanted to acknowledge them and celebrate Dispatcher's Day. Detailed that SCAG put together a resource guide including funding opportunities and sources under new legislation that she would have distributed to Councilmembers. Indicated her involvement on the City's committee to review the City's Emergency Plan, detailing efforts to revise the Municipal Code to update language and titles and to ensure the City is ready in the event of a major disaster. Citywide trainings and exercises should come out of the program, and she expressed her desire to make sure staff and Council are properly trained and prepared for disasters and emergencies. Referenced a League of California Cities general briefing document outlining legislation that she'd make available to councilmembers. Detailed her meeting with a family member from the Alaska 261 crash and spoke regarding a cook book and the memories for those involved. Requested the Council adjourn in honor of the Oklahoma City Bombing victims from 26 years ago, a tragic event at which she was present, and reminded that we are never fully safe and always need to be careful. “If we see something, say something.” Indicated her participation in the Earth Day clean up and expressed a desire to do more activities at Bolker Park.

Councilmember Martinez: Announced that REACH had approved a contract for the Hueneme Beach Festival that is planned for August. Asked how to address a recent complaint regarding early morning noise, to which the Deputy City Attorney clarified it could be a future item request.

Councilmember Perez: Commented that she had no committee reports. Provided an update on mental health initiatives detailing that up to fifteen organizations are currently involved and t-shirts and other items will be up for sale soon. Applauded Councilmember Martinez for his great work on the video on how to donate money, and expressed her hope that more would contribute. Announced her and Mayor Pro Tem Rollins' efforts to do an event on May 15th to promote

awareness and spoke regarding an approved Senate Bill which promotes mental health in primary schools. Provided a reminder for the Earth Day clean up event scheduled at Bolker Park.

REQUEST FOR FUTURE AGENDA ITEMS

All request items to be placed on future agendas require a motion, a second, and a majority vote per adopted Council policies.

Councilmember Martinez: Requested a presentation on all restrictions for plastics, Styrofoam, and disposable trash items and a review of our City policies.

ROLL CALL VOTE: A motion was made by Councilmember Martinez, seconded by Mayor Gama and passed unanimously to approve the requested item.

Mayor Gama: Requested an agenda item regarding the return to in-person council meetings.

ROLL CALL VOTE: A motion was made by Mayor Gama, seconded by Councilmember Martinez and passed by majority vote (4-1 with Hernandez dissent) to approve the requested item.


Councilmember Perez: Requested an item discussing the ideas and plans for expending COVID relief funds that will be received in the future.

ROLL CALL VOTE: A motion was made by Councilmember Perez, seconded by Mayor Gama and passed unanimously to approve the requested item.

ADJOURNMENT

The City Council adjourned in honor of the Oklahoma City Bombing and all victims of senseless violence at 9:19 p.m. to the regular meeting of Monday, May 3, 2021, to be broadcasted at 6:30 p.m. from the City Hall Council Chamber (virtual meeting).

Minutes approved by City Council: May 3, 2021



Steven A. Gama, Mayor



Kristy Buxkemper, City Clerk